

	<p style="text-align: center;"> <b>Rayat Shikshan Sanstha's</b> <b>Yashavantrao Chavan Institute of Science, Satara (Autonomous)</b> Sadar Bazar, Satara - 415301, Maharashtra, India Telephone No: 02162-234392/237408, Fax: 02162-234392/233571 Email: ycisiqac@gmail.com, website: www.ycis.ac.in</p> <p style="text-align: center;"><b>INTERNAL QUALITY ASSURENCE CELL (IQAC)</b></p>	<p style="text-align: center;"><b>IQAC</b> YCIS</p>
---	--	---

Outward No: 42) 2022-23

Date: 31-05-2023

### MEETING NOTICE

This is to inform all the IQAC members, Vice Principal, Deans, CoE and NAAC Criterion Chairpersons, a meeting of Internal Quality Assurance Cell of Yashavantrao Chavan Institute of Science, Satara (Autonomous) is scheduled under the chairmanship of Prin. Dr. B. T. Jadhav on Tuesday, 06<sup>th</sup> June, 2023 at 11.30 am in the Board Meeting Hall of YCIS, Satara. All are requested to attend the meeting. The agenda of the meeting is as follows,

#### Agenda of the meeting

- i). Confirmation of minutes of previous meeting (27-02-2023)
- ii). Discussion on NEP-2020 implementation plans of the institute.
- iii). Review of activities under MoU & LoIs signed by the institute.
- iv). Discussion on GAP Analysis of NAAC 4<sup>th</sup> Assessment & Accreditation cycle.
- v). Discussion on efforts taken by the institute for enhancing research activity.
- vi). Any other relevant issue with consent of Hon. Chairman.



**Dr. J. J. Chavan**  
Coordinator, IQAC



**Prin. Dr. B. T. Jadhav**  
Chairman, IQAC

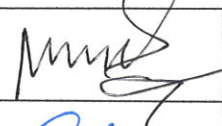
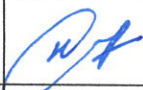
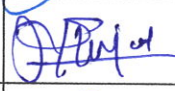








**Rayat Shikshan Sanstha's**  
**Yashavantrao Chavan Institute of Science, Satara (Autonomous)**  
(Lead College of Karmaveer Bhaurao Patil University, Satara)  
**Internal Quality Assurance Cell**

**MEETING ATTENDANCE SHEET (06/06/2023)**

Sr. No.	Name of the Representative	Representation	Position	Sign
1	<b>Prin. Dr. B. T. Jadhav</b> Director, YCIS, Satara	Head of the Institute	Chairman	
2	<b>Prin. Dr. V. S. Shivankar</b> Secretary, Rayat Shikshan Sanstha, Satara	Management	Member	
3	<b>Mr. Sujit Jagadhane</b> Sujeet Jagdhane & Associates	Stakeholder	Member	
4	<b>Mr. Vasant Phadtare</b> Chairman, Kavitsu Group of Industries, Satara	Industry	Member	
5	<b>Mr. Nitin Deshpande</b> Chief, Human Resources Officer, Cooper Corporation Pvt. Ltd, Satara	Employer	Member	
6	<b>Dr. V. P. Khandekar</b> Alumni & Ex- Head, Dept. of Botany	Alumni	Member	
7	<b>Dr. Sarang Bhola</b> KBPIMSR, Satara	Local Society	Member	
8	<b>Prof. (Dr.) A. P. Torane</b> Vice Principal	Teacher	Member	
9	<b>Dr. V. M. Ghorpade</b> Dean, PG Studies	Teacher	Member	
10	<b>Mrs. G. V. Utekar</b> Asso. Prof. in Microbiology	Teacher	Member	
11	<b>Dr. Mrs. M. A. Patil</b> Head, Dept. of English	Teacher	Member	
12	<b>Mrs. R. A. Shinde</b> Asst. Professor in Botany	Teacher	Member	
13	<b>Dr. S. H. Mujawar</b> Asst. Prof. in Physics	Teacher	Member	
14	<b>Dr. A. D. Khobragade</b>	Librarian	Member	Absent
15	<b>Mrs. B. J. Nipane</b> Stenographer	Administration	Member	
16	<b>Ms. Vishakha V. Vhanagade</b> Undergraduate Student	Student	Member	Absent
17	<b>Mr. Shubham D. Bankar</b> Postgraduate Student	Student	Member	Absent
18	<b>Dr. Jaykumar J. Chavan</b> Vice Principal & Asst. Prof. in Botany	Teacher	Director/ Coordinator	



19	Prof. Kase R S	Dean, UG	Invitee member	
20	Dr. H.P. Umay	CoE	Invitee member	
21	Dr. S. H. Mriant	Dean RFD	-H-	
22	Mr. A. D. Kadam	Dean, Infra	-I-	
23	Mr. S. S. Patil	Placement offi.	-II-	
24	Dr. A. R. Mali	Cri. Chairperson	-II-	
25	Dr. Mrs. V. V. Sawant	-I-	-II-	
26	Prof. Mrs. Bhoite S. A.	Vice Principal	-II-	
27	Dr. N. N. Bendre	Cri. Chairperson	-II-	





**Rayat Shikshan Sanstha's**  
**Yashavantrao Chavan Institute of Science, Satara**  
**(Autonomous)**  
**INTERNAL QUALITY ASSURANCE CELL**

**Minutes of the Meeting**

(Date: - 06-06-2023)

The 4<sup>th</sup> IQAC meeting for the academic year 2022-23 was called to order on 06/06/2023 at 11.30 am by meeting Chairman Prin. Dr. B. T. Jadhav.

**Members Present:**

Sr. No.	Name of the Representative	Representation	Position
1	Prin. Dr. B. T. Jadhav	Head of the Institute	Chairman
2	Prin. Dr. V. S. Shivankar	Management	Member
3	Mr. Sujit Jagadhane	Stakeholder	Member
4	Mr. Vasantao Phadtare	Industry	Member
5	Dr. V. P. Khandekar	Alumni	Member
6	Mr. Nitin Deshpande	Employer	Member
7	Dr. Sarang Bhola	Local Society	Member
8	Prof. (Dr.) A. P. Torane	Teacher	Member
9	Dr. V. M. Ghorpade	Teacher	Member
10	Mrs. G. V. Utekar	Teacher	Member
11	Dr. Mrs. M. A. Patil	Teacher	Member
12	Mrs. R. A. Shinde	Teacher	Member
13	Dr. S. H. Mujawar	Teacher	Member
14	Mrs. B. J. Nipane	Administration	Member
15	Dr. Jaykumar J. Chavan	Teacher	Coordinator
16	Prof. R. B. More	Dean, UG Studies	Invitee member
17	Dr. H. P. Umap	CoE	Invitee member



18	Dr. S. H. Mujawar	Dean, R & D	Invitee member
19	Mr. A. D. Kadam	Dean, Infrastructure	Invitee member
20	Mr. S. S. Patil	Placement Officer	Invitee member
21	Dr. Ms. A. R. Mali	Criterion Chairperson	Invitee member
22	Dr. Mrs. V. V. Sawant	Criterion Chairperson	Invitee member
23	Prof. Mrs. S. A. Bhoite	Vice Principal	Invitee member
24	Dr. Ms. N. N. Bendre	Criterion Chairperson	Invitee member

**Regarding of Agenda:**

- Motion from Dr. Jaykumar Chavan: To approve agenda for 06-06-2023.  
Vote: All in Favor  
Resolved: Motion carried
- Agenda for the meeting on 6<sup>th</sup> June, 2023 approved without modification.
- Dr. Jaykumar Chavan informed the gathering about absentee of Dr. A. D. Khobragade, Ms. Vishakha V. Vhanagade and Mr. Shubham D. Bankar.  
Vote: Absence of the members approved  
Resolved: Motion carried

**Business:**

- **Motion 1: Approval for minutes of previous meeting (27-02-2023).**

As per discussions held and decision taken in the IQAC meeting held on 27<sup>th</sup> February, 2023, Dr. Jaykumar Chavan presented the minutes and the action taken by the institute. The meeting minute approved without any modification.

Vote: All in Favor

Resolved: Motion carried

- **Motion 2: NEP-2020 implementation plans of the institute**

Discussion was held on the initiatives taken by Yashavantrao Chavan Institute of Science, Satara towards implementation of NEP-2020 from academic year 2023-24. Dr. Jaykumar Chavan introduced the gathering about major expectations of NEP-2020 and structural changes in curriculum framework of UG (Honors and Honors with research) and PG programmes (PG diploma and PG Degree). Dr. Chavan also explained the



components of the curriculum framework considering the NEP-2020 guidelines and timely notifications from the State Government of Maharashtra. Dr. Chavan also presented the curriculum framework of UG and PG programmes and institutional provisions of major, minor, open elective, Indian knowledge system, value education, vocational skill courses, skill enhancement courses, co-curricular courses, field projects, on-the-job training, internship, research projects and dissertation etc. Prin. Dr. B. T. Jadhav introduced the IQAC members about new programs and interdisciplinary courses to be started from academic year 2023-24 as a provision of multidisciplinary options (Open/Generic Electives) to the students. Discussion was also held on the list of baskets of major, minor and open/generic elective courses decided and designed by the institute. The IQAC members were satisfied with the steps taken by the institute to implement the NEP-2020.

Vote: All in Favor

Resolved: Motion carried

- **Motion 3: Activities under MoU's & LoI's signed by the institute.**

Dr. Jaykumar Chavan presented the activities conducted under different MoU's and LoI's signed by the institute with nationally reputed organizations and industries. All members lauded by the teachers training programme organized under MoU with Indian Institute of Science Education and Research (IISER), Pune. Over 60 faculty members of the Institute were benefitted through teachers training under MoU with IISER, Pune. Discussion was also held on the identifying non-functional MoU's and Dr. Sarang Bhola suggested for conducting the activities under such MoU's.

Vote: All in Favor

Resolved: Motion carried

- **Motion 4: Efforts taken by the institute for enhancing research activities.**

Dr. Jaykumar Chavan presented the steps taken by the institute to boost research activities of the institutes. Dr. S. H. Mujawar also introduced the gathering about institutional research office, research and development cell and their functioning. Moreover, he also informed about the inculcation of research from UG programmes through different initiatives (MBL, PBL, PD3P4, Research Posters etc.), common





research facility enrichment by procuring high end instruments, institutional research outcome in term of research publication (papers and books, book chapters), patents, technology transfer etc. Hon. IQAC members highly appreciated the initiative taken by the institute through in-house research publication and providing the platform for UG students to publish their research findings. Discussion was also held on the ranking of 18 faculty members of the institute in AD Scientific Index-2023.

Vote: All in Favor

Resolved: Motion carried

- **Motion 5: GAP analysis of NAAC 4<sup>th</sup> Assessment & Accreditation Cycle.**

Dr. Jaykumar Chavan highlighted the areas where institute needs to take efforts for improvement of existing physical and IT infrastructure by considering the increased students enrollment and subsequent fulfillment of NAAC requirements. Hon. Sujit Jagadhane suggested for delegation of responsibilities to different departments/committees/teachers/students to avail the additional infrastructural facilities within stipulated time. Dr. Sarang Bholia suggested for making brochure of institutional information of last 7 years. Discussion was also held on enhancement and up-gradation of departmental facilities. Dr. Khandekar suggested for on-site visit of departments.

Vote: All in Favor

Resolved: Motion carried

- **Motion 5: Any other.**

- Mr. Sujit Jagadhane suggested implementation of ways for involvement of students in various initiatives of the institute. In this connection, he suggested for allocation of institutional display board design work to the students of Department of Animation Science. He also emphasized on the need of suggestions from industry regarding curriculum. Everyone was briefed by Dr. P. V. Chavan about the functioning of Industry Advisory Board which works in this regard.
- Mr. Vasant Phadtare suggested the need for identifying the variety of industries for availing the internship facility to the students and subsequently he also suggested development of the assessment criteria for evaluation of student's internship.



- Mrs. Rohini Shinde suggested for creation of creative thinking space/innovative ideas discussion zone in in the institutional premises, especially near library. Mr. Sujit Jagadhane also supported the view and suggested for proper time allotment to the students of different classes.
- Dr. Khandekar suggested for online students feedback on infrastructure and curriculum, wherein Dr. Chavan clarified about existing feedback system of the institute which already covers the feedback on infrastructure and curriculum.
- Mr. Nitin Deshpande suggested and assured for resuming the foundation and diploma courses with Cooper Industries Pvt. Ltd., Satara.

Vote: All in Favor

Resolved: Motion carried

The meeting was concluded by the formal vote of thanks by Dr. Ms. N. N. Bendre.

  
**Dr. Jaykumar J. Chavan**  
Director  
**Coordinator, IQAC**  
Internal Quality Assurance Cell (IQAC)  
Yashwantrao Chavan Institute of Science  
Satara (Autonomous)



  
**Prin. Dr. B. T. Jadhav**  
**Chairman, IQAC**  
**Principal**  
Yashwantrao Chavan Institute of Science  
Satara



**Rayat Shikshan Sanstha**  
**Yashwantrao Chavan Institute of Science, Satara**  
**(Autonomous)**  
**INTERNAL QUALITY ASSURANCE CELL**  
**Action Taken Report**

(Date: 06/06/2023)

- 1) The responsibility of organizing the activities under non-functional MoU's has been delegated to the Head of the Departments associated with the MoU's and Mr. S. S. Patil (Chairperson, MoU committee) was informed to monitor the activities.
- 2) The following responsibilities were defined for creation of new facility and up-gradation of existing facilities,

S. No.	Particular	Responsibility
1	Completion of Golden Jubilee Building Construction Work.	Building Committee
2	Campus & Building Boards	Animation Science
3	Digital Display Board	OIT Dept.
4	Furniture & Fixtures	Building Committee
5	Physical Infrastructure Maintenance	Building Committee
6	Up-gradation of Sports Facilities	Dept. of Sports and Physical Education
7	ICT facility up-gradation	OIT Dept.
8	IQAC publications - IQAC Annual Reports - Institutional Profile - Department Profile - Institutional Best Practices - Departmental Best Practices - Extension activities - NSS - NCC - Sports - Cultural etc. - Consultancy services	Dr. J. J. Chavan Dr. J. J. Chavan HoD, Respective Dept. Dr. A. R. Mali and Dr. N. N. Bendre HoD, Dept. & Dr. N. N. Bendre Dr. G. S. Nhivekar Prof. N. B. Mane Mr. S. R. Pol Dr. U. E. Shinde Dr. Mrs. M. A. Patil Dr. S. M. Nimbale
9	Digitization & Up-gradation of Botanical Garden	Dept. of Botany and Dept. of B.Voc Software Development
10	Vermicomposting Unit	Dept. of Zoology



11	Digitization and Up-gradation of Museums	Dept. of Zoology and Botany
12	Renewal of E-Waste Management MoU	Dept. of Electronics
13	Green campus initiatives	Mr. Santosh Gojare & Mr. Aman Choudhari
14	Installation of Disability Friendly Facilities	Dr. Ms. N. N. Bendre

- 3) Departmental visits were scheduled in the 2<sup>nd</sup> Week of July, 2023 for departmental review of last 7 years and discussing various requirements of the department.
- 4) The responsibility of designing display boards was given to the students of Department of Animation Science of the institute.
- 5) The responsibility of identification of diverse industries for internship opportunities was given to Dr. P. V. Chavan (ED Cell Coordinator) and Mr. S. S. Patil (Training and Placement Officer), whereas Examination Department have informed for making rubrics for evaluating the interns.
- 6) The Department of Library and Information Science was shouldered the responsibility of creation of separate space for creative activities. Moreover, the librarian was also informed to make a schedule for allocation of time to the students of different classes.
- 7) The responsibility was given to Dr. S. B. Kamble for re-starting of foundation and diploma courses with Cooper Industries Pvt. Ltd., Satara.

  
**Dr. Jaykumar J. Chavan**  
 Director,  
 Coordinator, IQAC  
 Internal Quality Assurance Cell (IQAC)  
 Yashwantrao Chavan Institute of Science  
 Satara (Autonomous)



  
**Prin. Dr. B. T. Jadhav**  
 Chairman, IQAC  
 Principal  
 Yashwantrao Chavan Institute of Science  
 Satara